

## Bug Reporting Standards - Tip #66

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Up until now, no standard has been defined for DBAs to use when entering a bug report. So here are some conventions to follow in the future.

- 1.) Always give the name of the table where the bug was found.
- 2.) If there are multiple pages in the record, give the name of the page where the bug was found.
- 3.) Supply the name of the field containing a bug.
- 4.) Give lots of detail explaining what you were doing when the bug occurred, so that when the support team is trying to recreate the bug, the process is simpler and more efficient (i.e. if you are in the [Technology] table identify what view you are in, Patent, TT, or NTR).
- 5.) If it is possible, identify what record you were looking at when the bug was found (i.e. Case\_Number or Contract\_Number).

An example of a bug report that meets these standards can be found below in Figures 1 & 2.

Figure 1

**Bug Report Number: 0**

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General Information

**Application** TechTracS

**Title**

**Date Submitted** 10/02/2000

**4D Client Version** 6.0.6r8

**Application Version** FY2000.02.04

**Description**  
In the TT View of the[Technology] table, on the Abstract/Innovators page, when trying to add a Related Technology to Case No. KSS-25461, the Add button is grayed out and does not allow a Related Case to be added.

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Figure 2

In the TT View of the[Technology] table, on the Abstract/Innovators page, when trying to add a Related Technology to Case No. KSS-25461, the Add button is grayed out and does not allow a Related Case to be added.